



# Standard Radio Transcription Services, Inc.

CHICAGO  
HOLLYWOOD  
NEW YORK

1 4 0   N O R T H   L A   B R E A   •   H O L L Y W O O D   3 6

August 30, 1950

Dear Subscriber:

For some time now we have been mulling over the question of why we should be shipping our releases to you by Railway Express when parcel post is so much cheaper. We had an idea that the discs were handled more carefully by express and we also were of the opinion that each shipment got to you a lot faster by express.

Recently more and more of you are asking that shipments be made by parcel post, and because of these requests we tried out parcel post on twenty-five stations located in different parts of the country.

We found out that because of our superior packaging (all packed in cartons with extra corrugated pads -- no paper envelope stuff) not only did the discs arrive in good condition but also just as quick, and in some instances even quicker, so it would seem all of you should take advantage of this cheaper method and thus save yourselves a little dough.

Each release of four discs (leaving here around the 1st and 15th of each month) weighs about five pounds, and the charges for your station are about \$1.00 less for each release by parcel post than by express. In other words, the net saving to you is approximately \$2.00 per month.

It is impossible to reduce this to exact figures as parcel post zones and Railway Express zones are not identical. As we figure it, the maximum amount per shipment would be around 75¢.

Of course as for us, express is more convenient inasmuch as the express company makes pick-ups at the shipping room door, whereas with parcel post it will be necessary to truck the entire release to the downtown post office -- but that's okay by us if it will be to your advantage.

The only other difficulty is the matter of billing. At the present time on all parcel post shipments the shipping department has to send the bookkeeping department a memo on each package and the gal in billing then forwards to the station an invoice (if she doesn't, when you get the monthly statement with the parcel post charges added you write back and ask "What in the 'ell's the 77 cents for?")



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# Richard Rubin

## Transcription Center, Inc.



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The first part of the document is a list of names and addresses, which are transcribed from a source document. The names are listed in alphabetical order, and the addresses are listed below each name. The list includes names such as John Doe, Jane Smith, and Robert Brown, and addresses such as 123 Main Street, New York, NY 10001.

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Now, if we could just add to the monthly statement a fixed charge for postage, without designating the specific shipment, it wouldn't cost us all the saving you gain by using parcel post instead of express.

So, if you like the idea and want to switch to parcel post, just sign the enclosed card (PLEASE PUT YOUR CALL LETTERS ON IT TOO) and send it back. If you're mad at your present postmaster, just mark the spot provided for continuation of express shipments, and we'll use that means for you.

Sincerely,

STANDARD RADIO  
Transcription Services, Inc.



Now, if we would just add to the monthly statement a fixed charge  
for postage, without changing the monthly amount, it wouldn't  
cost us all the money you can by using parcel post instead of  
express.

So, if you like the idea and want to switch to parcel post, just  
sign the enclosed card (PLEASE PUT YOUR NAME AND ADDRESS ON IT)  
and send it back. If you're not sure, please postpone, just  
mark the card provided for cancellation of express shipments, and  
we'll use that means for you.

Sincerely,

THE UNITED STATES  
Express Service, Inc.